

Management & Administration in North Dakota

Short- to Moderate-Term On-The-Job Training

	<i>ND Annual Openings</i>	<i>Typical Annual Wage</i>
Receptionists & Information Clerks	102	\$20,636
Office Clerks (General)	227	\$21,210
Customer Service Representatives	160	\$25,331
Secretaries (Except Legal, Medical, & Executive)	85	\$25,466
Executive Secretaries & Administrative Assistants	72	\$30,339

Long-Term On-The-Job Training, Work Experience, Post-Secondary Technical, or Associate's Degree

	<i>ND Annual Openings</i>	<i>Typical Annual Wage</i>
Medical Secretaries	17	\$23,432
Legal Secretaries	18	\$26,040
Interpreters & Translators	2	\$35,153
Managers of Office & Administrative Support Workers	75	\$37,558

Bachelor's Degree or Higher

	<i>ND Annual Openings</i>	<i>Typical Annual Wage</i>
Training & Development Specialists	15	\$36,719
Accountants & Auditors	93	\$41,048
Human Resources, Training, & Labor Relations Specialists	6	\$44,460
Public Relations Managers	6	\$49,508
Administrative Services Managers	13	\$51,960
Compensation & Benefits Managers	7	\$56,059
Management Analysts	20	\$57,040
Industrial Production Managers	10	\$59,325
General & Operations Managers	128	\$72,635
Chief Executives	38	\$120,235

For more information, see your counselor to
obtain a portfolio name and password to access
www.bridges.com

